

**ADAMS COUNTY PUBLIC WORKS COMMITTEE  
JANUARY 5, 2010, 1:00 PM  
ROOM A231, COURTHOUSE, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
David Renner, Secretary  
Florence Johnson  
Mike Keckeisen

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Everett Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 1:02 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, MORGAN, JOHNSON, RENNER, KECKEISEN ABSENT. *Motion by Johnson, second by Morgan, to approve the Agenda as presented. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM DECEMBER 16, 2009:** *Motion by Renner, second by Babcock, to approve the Open Session minutes as printed for the December 16, 2009 meeting. All in favor. Motion carried.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert had no correspondence to present.

**FINANCIAL REPORT:** Ms. Diemert stated that with this meeting being held early in the month there is no Financial Report or Check Summary to present.

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated January 5, 2010 (see attached copy) and discussion was held. *Motion by Johnson, second by Keckeisen, to approve the Site Report as presented. All in favor. Motion carried.*

**UPDATE ON LTC RELEASE OF FUNDS:** Ms. Diemert explained that she received journal entries today showing that the money from the Long Term Care Account had been transferred to the Solid Waste account and that the compactor loan has been paid off.

**DISCUSS AND APPROVE OPTIONS FOR CLOSURE ACCOUNT:** Ms. Diemert reported on the progress of the Closure Account funding. A joint Admin & Finance Committee/PW Committee meeting will be held on January 14<sup>th</sup> to discuss the options and approve a resolution to go to County Board. Mike Harrigan is putting together calculations for our building project, Cell #4 landfill construction, the closure account, and highway projects, as well as other space study needs projects. With current bonds and loans being paid off in 2010 there is hope that we can bond for these projects

without increasing the tax levy. Another option is to use part of the sales tax money to fund the landfill closure account.

**USDA ARRA GRANT APPROVAL:** Ms. Diemert reported on the progress of the grant. The next step is a site inspection by the USDA staff person from Stevens Point.

**UPDATE ON STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL:** Ms Diemert gave an update on the Advisory Committee meeting. The Town Chair gave permission to take Juneau County waste from Clark Disposal. We will continue to work on new language in the Agreement. This new language will need to be approved by County Board.

**UPDATE LANDFILL OPERATIONAL ORDINANCE #16-1989:** Ms. Diemert stated that she has not had time to work on this Ordinance do to other projects with higher priority. We will set up a meeting with the DA and the Sheriff to discuss their support of these Ordinance changes.

**EMPLOYEE UPDATE:** Ms. Diemert stated that she has not received any new information on the employee who has been off on a Worker's Compensation claim. Ms. Diemert was instructed to contact Corporation Counsel/Personnel Director on this for an update.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert stated that she registered Committee members to attend the AROW/SWANA/WCSWMA Winter Conference in February at Chula Vista.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items will be placed on the next agenda: Updates on the, the Strongs Prairie/Juneau County agreement, the Letter of Credit options, updating the Landfill Operational Ordinance, and the USDA ARRA grant.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Tuesday, February 9, 2010 at the Courthouse at 1:00 PM. *Motion by Morgan, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 2:26 P.M.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

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## **SITE REPORT**

**January 5, 2009**

## **SOLID WASTE DEPARTMENT**

**TIPPAGE REPORT:** 1,606,340 lbs of garbage were brought in which is the 5th highest amount ever brought into the landfill for November. Year to date, we are down 10.57% in tonnage from 2008.

There were 4 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$240.00 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 4,260 new customers over the scale.

**MEETINGS/SEMINARS/TRAININGS/CONFERENCES:** Met with Admin & Fin regarding the closure account status. We did ask for and received from the bank, an extension of our semi-annual payment until we find out how the County wants to proceed with funding an escrow account for the closure. There will be a joint meeting with the Admin & Finance Committee to approve a resolution for bonding or sales tax funds for the closure account.

Attended the Landfill Advisory Committee meeting on Monday evening, December 21<sup>st</sup> at the Strongs Prairie town hall.

Attended Year End Financial training on December 21<sup>st</sup>.

Attended the Department Head meeting scheduled for December 22<sup>th</sup>.

The Landfill Advisory Committee meeting will be held on Monday, December 21<sup>st</sup> at 7:00 PM at the Strongs Prairie Town Hall. Permission to accept waste from Clark Disposal was received from the Town Chair. Work continues on language changes to the amended agreement.

Plan to attend the Dept. Head Financial Training on January 13<sup>th</sup>.

Plan to attend County Board on January 19<sup>th</sup>.

Plan to attend the Federal Property Advisory Committee meeting in Waunakee on January 20<sup>th</sup>.

Attended other various meetings through the month.

**SITE/EQUIPMENT IMPROVEMENTS:** Normal maintenance/repairs were performed.

**INSPECTIONS:** No other problems, areas of concern, or regulatory issues were encountered. There were no other inspections performed for the month.

**LOSS CONTROL/SAFETY/STAFF ISSUES:** Performed various daily office management and personnel duties including accident reports for minor injuries to employees. There were no other major injuries reported.

**\*See Site Improvements section for more Loss Control/Safety Issues**

**INDUSTRIAL PARK:** Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

Completed and submitted the High Capacity Well Pumping Report for 2009 as required by the DNR.

Was notified that Terrace Homes water pipes burst, including all the fire suppression sprinklers, due to the heat being shut off. Monona Plumbing was called to replace the sprinkler heads, however, damage was so extensive that this could not be done. Terrace Homes and staff met with Monona Plumbing and

landfill employee to discuss the issue. Terrace Homes was to notify the Fire Dept. and Sheriff's Dept. to notify them that the fire suppression system at Terrace Homes was compromised.

**ADMINISTRATIVE PROJECTS:** During the month of December/Jan the Director performed the following duties: Arranged some shipments of tires, baled recyclables, computers, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed. Some materials are being stockpiled due to the very poor market conditions.

Continued to coordinate new curbside and residential route customer orders. We had 14 new residential/business account customers since the last report which increases our annual revenues by \$6,450.00. We also had 7 customers who cancelled service because they are moving, lack of payment, or couldn't afford, creating an annual loss of \$2,958.00.

Met with marketing vendors and placed ads regarding various advertisements around the county.

Paperwork was completed and signed by Corp Counsel and Admin & Finance Director for filling our temporary office vacancy with an LTE. This frees management staff to perform their own duties.

Submitted monthly recycling report to the City of Adams as required.

Work continues on the Enterprise Fund changeover. Computer systems were updated and all material codes, revenue centers, and purchase orders must be changed over to the new account numbers.

Continued to work on new language for the Landfill Operational Ordinance. Reviewing other agreements for wording suggestions. New language will provide for a penalty for waste going out-of-county as well as requiring a permit to haul waste and recyclables in Adams County. This permit will allow us to make haulers aware of their responsibilities to make their customer recycle, to provide volumes to the County, and make them aware that they must use the County Landfill site.

Continued to work on a USDA ARRA Stimulus grant which may bring in funding for the Closure Account, new trucks and containers, Cell #4 construction, large grinder and screen for waste reduction & compaction, leachate recirculation plan, building expansion proposed by Ayres Space Needs Study, and feasibility study, initial site report, plan of op for the next landfill expansion. A site inspection will be the next phase of the process.

Submitted information and photos on our glass aggregate program to Tacoma, Washington Public Works.

Monitored Experience Works (previously Green Thumb/Older Workers) workers and submitted paperwork as necessary.

Work continues on the new phone system. The new system was installed and training is currently being done.

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

**LANDFILL CONSTRUCTION:** No further work has been done on Cell #4.